

EXHIBIT #4  
DATE Jan 28 11  
106

Amendments to House Bill No. 66  
2nd Reading Copy

Requested by Representative Pat Ingraham

For the House State Administration Committee

Prepared by Sheri Scurr  
February 8, 2011 (4:45pm)

1. Title, page 1, line 7.

**Following:** "7"

**Insert:** "PROVIDING RULEMAKING AUTHORITY;"

2. Title, page 1, line 8.

**Strike:** "SECTION"

**Insert:** "SECTIONS 2-6-203 AND"

3. Page 2.

**Following:** line 1

**Insert:** "Section 1. Section 2-6-203, MCA, is amended to read:

"2-6-203. **Secretary of state's powers and duties --  
rulemaking authority.** (1) In order to ~~insure~~ ensure the proper  
management and safeguarding of public records, the secretary of  
state shall ~~undertake the following:~~

(a) establish guidelines for inventorying, cataloging,  
retaining, and transferring all public records of state agencies;

(b) review and analyze all state agency filing systems and  
procedures and approve filing system equipment requests;

(c) establish and operate the state records center, as  
authorized by appropriation, for the purpose of storing and  
servicing public records not retained in office space;

(d) gather and disseminate information on all phases of  
records management, including current practices, methods,  
procedures, and devices for the efficient and economical  
management of records;

(e) operate a central microfilm unit ~~which~~ that will  
microfilm, on a cost recovery basis, all records approved for  
filming by the office of origin and the secretary of state; ~~and~~

(f) approve microfilming projects and microfilm equipment  
purchases undertaken by all state agencies; and

(g) adopt rules regarding management of public records.

(2) Upon request, the secretary of state shall assist and  
advise in the establishment of records management procedures in  
the legislative and judicial branches of state government and  
shall, as required by them, provide services similar to those  
available to the executive branch."

{Internal References to 2-6-203: None.}"

**Renumber:** subsequent sections